

PAPWORTH EVERARD PARISH COUNCIL

Papworth Village Hall, Ermine Street South, Papworth Everard, CB23 3RD

PARISH COUNCIL MEETING

**Minutes of the 784th Meeting of the Parish Council
held on Wednesday 9 January 2019
at 7.30pm in the Seminar Room at Papworth Village Hall**

Present: Paul Phillips (PP), Chris Howlett (CH), Mark Honeywood (MLH)
Paul Hicks (PH), Adam Honeywood (AH), Chris Dawson (CD), Victoria Carter (VC),

In Attendance: Sarah Cruse (SLC) Clerk, Cllr Mandy Smith (MS)

- 01/01-19 To receive and approve apologies for absence**
Apologies were received and accepted from Pete Cruse (PC), Cllr Nick Wright (NW) and Cllr Mark Howell (MH)
- 02/01-19 To receive any declarations of pecuniary interests – None declared**
- 03/01-19 Public Participation -** There were no members of the public present at the meeting
- 04/01-19 To confirm and approve the minutes of the Parish Council Meeting held on 12 December 2018**
It was resolved to approve the minutes of the meeting held on 12 December 2018 as a true record of the meeting. (Proposed MLH, Seconded PP, Agreed All)
- 05/01-19 Actions Report**
All other actions from the last meeting had been completed or are in progress.
- 06/01-19 Matters for information**
Roadworks have commenced on Ermine Street South to install a new Gas Mai on 7 January 2019. There had been issues with the 4-way traffic lights causing queueing along the A1198, delaying Ambulances accessing the Hospital. PH had taken video footage and spoken with the contractors. A meeting on site with Bob Turner, County Council Highways, Mandy Smith, Paul Hicks and the Clerk to discuss how traffic is to be managed during the roadworks had been arranged.
An initial request for a total road closure has been submitted in September 2018 but was rejected by the County Council.
- 07/01-19 To receive reports from County and District Councillors**
MS advised that there is a meeting to be held on 24 January at Swavesey Village College about influencing policing in the County. PH agreed to attend on behalf of the Parish Council.

MS confirmed that funding is now in place for provision of a cycle/footway along the A1198 from Papworth to the Caxton Gibbet roundabout. Surveying and final design works is underway. No start date has been set but work is likely to commence after April 2019.

MS left the meeting at 7.45pm.

- 08/01-19 Parish Council Matters**
- 08/01-19.1 To receive a report from the Village Hall Committee held 18 December 2018
No further update from the published minutes
- 08/01-19.2 To receive a report from the Amenities and Playing Fields Cttee held 19 December 2018
No further update from the published minutes
- 08/01-19.3 To receive a report from the Finance and HR Committee Meeting held 7 January 2019
Recommendations from the meeting to be discussed at agenda item 14/01-19
- 08/01-19.4 To receive a report from the Planning Committee held 8 January 2019
Nothing of any significance to report

- 09/01-19 Police Matters**
No issues were raised to be forwarded to the PCSO.
- 10/01-19 Correspondence and Communication**
A letter of thanks from the Varrier-Jones Social Club had been received and was noted.
- 11/01-19 To review the frequency for committee meetings for 2019/20**
Discussions were had regarding the frequency of committee meetings. It was agreed that it was not necessary to have either Village Hall or Amenities and Playing Fields Committee meetings monthly. Urgent matters arising can be dealt with at Parish Council meetings if necessary. A written report from the Bookings Clerk will be circulated monthly.
- It was resolved to hold the Village Hall Committee and Amenities and Playing Fields Committee meetings every other month, to commence with immediate effect
(Proposed PP, Seconded CH, Agreed All)
The Clerk will put together a schedule to be agreed at the next meeting.
- 12/01-19 To decide on action be taken in relation to the request to transfer the North East Quadrant public open spaces from David Wilson Homes to The Parish Council under the S106 agreement of 17 March 1988**
Discussions were had regarding the outcome of a survey in 2006 and legal advice obtained not to take ownership of the public open spaces unless remedial work was undertaken by the developers David Wilson Homes to solve the flooding issues. David Wilson Homes had declined to do the work and agreed to maintain ownership of the land. The position of the Parish Council remains unchanged as the potential financial risk due to liability are unacceptable.
- It was resolved that the Parish Council will not take ownership and responsibility for the open spaces in the North East Quadrant from David Wilson Homes.
(Proposed VC, Seconded PP, Agreed AI)
- PH will advise James Fisher, S106 Officer at South Cambs District Council of the Parish Council's decision.*
PH has copies of the original survey and correspondence to be forwarded to the Clerk.
- 13/01-19 To review and accept the renewal quotation for the annual Combined Engineering Insurance Policy**
It was resolved to accept the renewal at a cost of £402.09 incl VAT and Insurance Premium Tax (Proposed CH, Seconded PH, Agreed ALL)
- 14/01-19 To resolve to accept the annual budget and precept request for 2019/20 as recommended by the Finance Committee.**
It was resolved to accept the recommendations of the Finance Committee for the Annual Budget FY2019/20 and precept request.
(Proposed CH, Seconded P, Agreed All)
- The Chairman signed the necessary paperwork
The Clerk to return the precept request to South Cambs District Council by the submission deadline date
- 15/01-19 Finance and Procedure**
The following accounts were approved for payment:

Chq No	Cheque Payments	Invoice No	Gross	Category
	Rebalance Main Acct-Gen Res NOV & DEC	-	5,548.16	GEN RES
Payment Date	BACS Payments			
11/01/19	VH - DEC Salaries		1,236.08	VH
11/01/19	PC Salaries DEC		1,692.75	Remuneration
11/01/19	HMRC Payroll Tax DEC		504.85	Remuneration
11/01/19	SCDC Shed Rates JAN 2019	3030122850	209.00	PF
11/01/19	Wave (Anglian Water) VH Sewerage	9071882743	29.43	VH

11/01/19	Coks Blinds - Fire shutter service	125682	396.00	VH
11/01/19	Tennis Club - Changing Room Elec May-Dec 18	36	527.89	AM
11/01/19	Advance Security - NH Door repair	116898	120.00	VH
11/01/19	AJP Logistics - Block Hire Oct - Jan	1832	1,198.40	GEN RES
11/01/19	Herts & Cambs - Grass Cutting NOV 2018	4358	722.00	AM
11/01/19	Herts & Cambs - VH Car Park NOV 2018	4365	167.00	VH
11/01/19	Herts & Cambs - Grass Cutting DEC 2018	4407	722.00	AM
11/01/19	Herts & Cambs - VH Car Park DEC 2018	4408	167.00	VH
11/01/19	PRESTIGE HYGIENE SOLUTIONS 2019	6091939	780.00	VH
11/01/19	HP2G Ltd - Boiler restart	3595	126.00	VH
Paid	PAYMENTS MADE (BACS)			
14/12/18	New Age Kurling - 3x Kurling Sets	17077	846.00	GEN RES
20/12/18	AJP Logistics Block Hire Aug - Oct	1650	1,900.80	GEN RES
20/12/18	Royal Maintenance - PF Posts	227	240.00	GEN RES
20/12/18	Royal Maintenance - Gutter/manhole repair	248	135.00	VH
20/12/18	Royal Maint- Play Area/Bridge/Bin Repair	221	860.00	AM
20/12/18	RJM Cleaning - VH Gutters	Dec-18	250.00	VH
20/12/18	VH DEPOSIT RETURN - K FIELD		100.00	VH
20/12/18	VH DEPOSIT RETURN - K Thompson		100.00	VH
20/12/18	VH DEPOSIT RETURN - L Olivero		80.00	VH
Paid	PAYMENTS MADE (Card)			
12/12/19	MORRISONS - refs for Carols Service		33.03	Admin
Due/Paid	DIRECT DEBITS			
28/12/18	O2 (VH Mobile)		18.72	VH
28/12/18	O2 (Imp Shed SIM)		18.72	PF
21/12/18	OPUS ENERGY - ELEC		332.93	VH
13/01/19	OPUS - GAS		42.83	VH
28/12/18	OPUS - GAS - recal of charges		2,950.00	VH
19/01/19	BT – Broadband	Q020ZL	167.40	Admin
02/01/19	SCDC Trade Waste Playing Field		25.78	PF
02/01/19	SCDC VH Rates		857.00	VH
17/12/18	SCDC Changing Room Rates		53.00	AM
02/12/19	SCDC Trade Refuse VH		36.83	VH
02/01/19	SCDC Trade Refuse VH - extra collection		12.50	VH
01/02/19	Cambridge Water - PF	9063469408	372.15	AM
22/01/19	Cambridge Water - VH (Nov)	9063392579	19.34	VH
22/01/19	Cambridge Water - VH (Dec)	8063518840	27.62	VH
	TOTAL PAYMENTS		18,078.05	

16/01-19 Matters for future discussion
 Bus Service – Meeting to be arranged (MH)

17/01-19 Date of next meeting(s)

Village Hall Committee	Tuesday 15 January 2019	7.30pm
Amenities & Playing Fields Cttee	Wednesday 16 January 2019	7.30pm
Planning Committee	Tuesday 5 February 2019 2019	7.30pm
Parish Council	Wednesday 13 February 2019	7.30pm

The meeting closed at 8.20pm

Signed: Date: